# **Public Case Recordation Wind Energy Applications**

Menu Option: Pub CR Wind Energy Applications

**Purpose:** This report displays all pending and authorized Rights-of-Way cases (case types that begin with 28) that have a Commodity Code equal to 974 - Wind Energy Facilities for the Administrative State(s) selected. The report includes 4 views: Wind Energy Applications with Customer, Wind Energy ROW Applications with Legal Descriptions, All Fields Table, and the Banner Page. It also includes a sub report for Wind Energy Application Report Totals.

**Selection Criteria:** The criteria input for the report is found in Lands & Mineral System Report, under the Public Mining Claims Reports section. The only mandatory criterion is the Administrative State.

#### **Procedure:**

1. Select **Pub CR Wind Energy Applications** from the reporting menu.



### Identify the Mandatory Information:

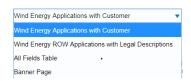
2. \*Admin State: Select one or more from the list.

### **Process Report:**

3. Click **OK** to process this report. You may also Cancel the report, return to the Previous screen, or reset the criterion by clicking on the down arrow next to Reset. Select either Reset to default values, or Clear All.



When processing has completed, there are 4 views for this report. The default view displays the information by the Wind Energy Applications with Customer.



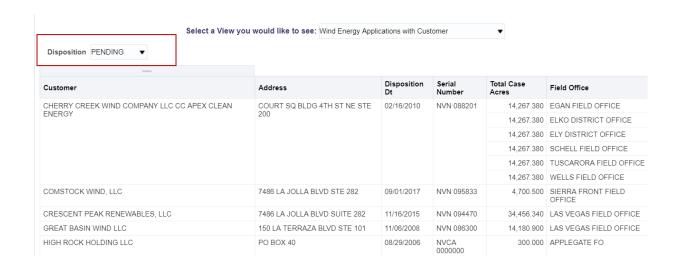
4. To view the other views, click on the down arrow to select a different view.

Wind Energy Applications with Customer (Authorized):

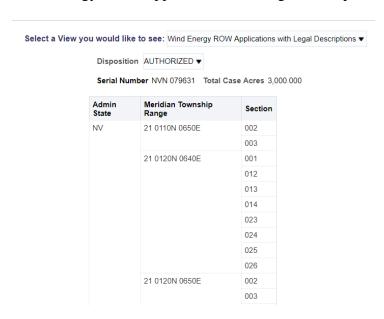


**PLEASE NOTE:** There is a drop down that will toggle between Authorized Applications and Pending Applications. Next to **Disposition** in the upper left, click on the down arrow to toggle between authorized and pending.

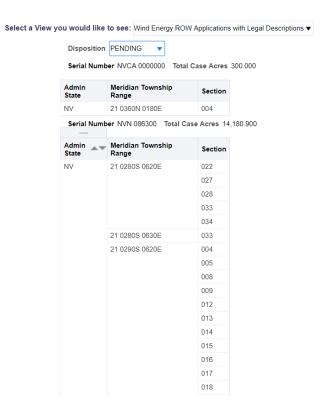
Wind Energy Appliations with Customer (Pending):



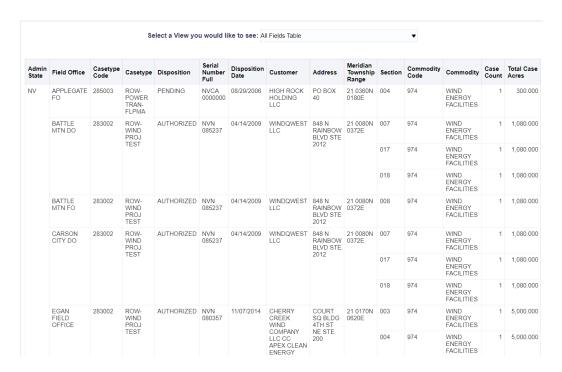
# Wind Energy ROW Applications with Legal Descriptions (Authorized):



Wind Energy ROW Applications with Legal Descriptions (Pending):



#### All Fields Table:



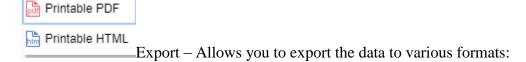
## Banner Page:

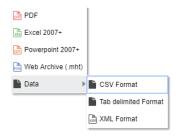


The Banner Page displays the criterion used for the report. At the bottom of each view, there are several options to choose:

Return - Refresh - Print - Export -

- Return Returns to the criteria page.
- Refresh This will process the report again and refresh the data that is displayed.
- Print Allows you to print this report to .pdf format, or HTML format.





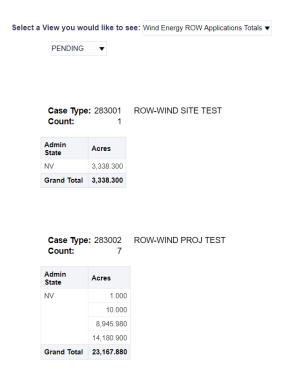
- 5. **Sub Report Wind Energy Applications Report Totals:** To run this report, you must return to the reporting menu.
- 6. Click on **Pub CR Wind Energy Applications** to display the cascading choices. Select **Pub CR Wind Energy Applications Report Totals.**



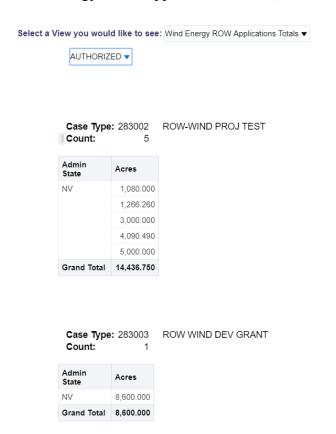
7. This report uses the same mandatory criteria for Admin State. Select one or more states from the list and click **OK** to process the report.

This sub-report includes the Wind Energy ROW Applications Totals, All Field Table, and Banner Page.

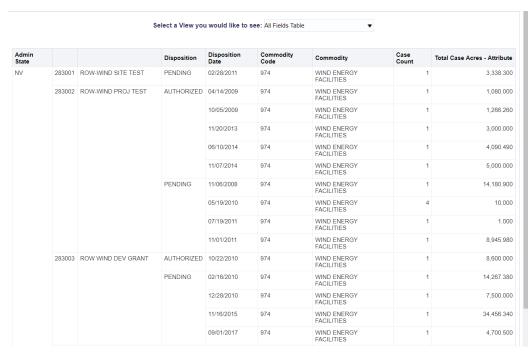
Wind Energy ROW Applications Totals (Pending):



# Wind Energy ROW Applications Totals (Authorized):



### Full Results Table (Unformatted Set of Results):



Banner Page:

### Select a View you would like to see: Banner Page

Casetype Code begins with 28

and Case Suppression Flag is equal to / is in N

and Suppression Flag is equal to / is in  ${\bf N}$ 

and Disposition is equal to AUTHORIZED, PENDING

and Commodity Code is equal to / is in 974

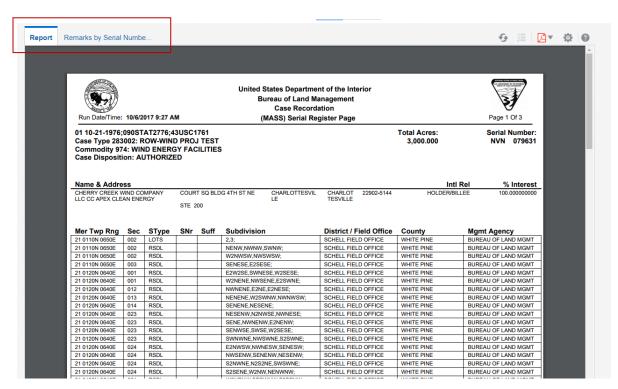
and Admin State is equal to NV

#### Links to Serial Register Page (SRP)

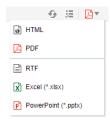
When the results of the report are displayed, the Serial Numbers are displayed in blue. This indicates there is a direct link to the Serial Register Page for the particular Serial Number. This is only accessible in the report display. Once the document is converted to .pdf or Excel the link is not available.

To go to the SRP – click on a Serial Number. Then click on the "SRP" link. Please be patient. It may take some time for the SRP to load. The SRP will be displayed in a new page. You will notice tabs at the top of the screen that allows you to return to the report after viewing the SRP.

There are two 'tabs' for this SRP – Report and Remarks by Serial Number. The first tab displays the serial register page with all of the information for that case, except any general remarks. To view and print the remarks, click on the "Remarks by Serial Number" tab.



When the SRP is displayed, you may print it in pdf format. Click on the red Adobe icon in the upper left corner. Several options are available, but pdf is recommended.



# Print Serial Register Page:

Hover the cursor into the upper right corner. You will see the printer icon which allows you to print this SRP in hard copy or save to a pdf file.

You may close this new page to return to the results of the report.

